



Department of Defense DIRECTIVE

NUMBER 4640.13

December 5, 1991

ASD(C3I)

SUBJECT: Management of Base and Long-Haul Telecommunications Equipment and Services

- References:
- (a) [DoD Directive 5137.1](#), "Assistant Secretary of Defense for Command, Control, Communications, and Intelligence," March 27, 1990
 - (b) [DoD Instruction 7041.3](#), "Economic Analysis and Program Evaluation for Resource Management," October 18, 1972
 - (c) [DoD Directive 5105.19](#), "Defense Information Systems Agency," June 25, 1991
 - (d) Section 2315 of title 10, United States Code
 - (e) Section 111 of Public Law 81-152, "Federal Property and Administrative Services Act of 1949," as amended (40 U.S.C. 759)
 - (f) Federal Information Processing Standard (FIPS) 146, "U.S. Government Open Systems Interconnection Protocols," December 22, 1988 ¹

1. PURPOSE

This Directive:

1.1. Establishes DoD policy and assigns responsibilities to ensure effective, efficient, and economical use of base and long-haul telecommunications equipment and services.

1.2. Supplements DoD guidance in references (a), (b), and (c).

¹ Available from Superintendent of Documents, Government Printing Office, Washington, DC 20402-0001

2. APPLICABILITY AND SCOPE

This Directive applies to:

2.1. The Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Unified and Specified Commands, the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components").

2.2. All base and long-haul telecommunications services and equipment-- including telecommunications components embedded in automated data processing (ADP) systems and contractor-acquired telecommunications-- administered, managed, acquired, operated, or used by the DoD Components.

3. DEFINITIONS

Terms used in this Directive are defined in enclosure 1.

4. POLICY

It is DoD policy to do the following:

4.1. Base Telecommunications Equipment and Services

4.1.1. The DoD Components shall:

4.1.1.1. Acquire effective, efficient, and economical base telecommunications equipment and services.

4.1.1.2. Periodically conduct market surveys to ensure that equipment and services are being acquired at the most economical cost available.

4.1.1.3. Maintain an inventory database of base telecommunications equipment and services.

4.1.1.4. Inventory all base telecommunications equipment and services.

4.1.1.5. Review and revalidate all requirements for base telecommunications equipment and service.

4.1.1.6. Promptly reconcile their base communications invoices.

4.1.2. Uneconomical contracts should be terminated.

4.1.3. The requesting DoD Component shall determine whether the exemptions in 10 U.S.C. 2315 (reference (d)) apply to a particular procurement.

4.2. Long-Haul Telecommunications Equipment and Services

4.2.1. Long-haul telecommunications requirements shall be satisfied as described in subparagraphs 4.2.1.1. through 4.2.1.4., below.

4.2.1.1. Exempt Procurements (10 U.S.C. 2315, reference (d)). Section 2315 of 10 U.S.C. exempts certain DoD communications equipment, services, and/or systems acquisitions from the requirements of Pub. L. No. 81-152 (1949) (reference (e)). The requesting DoD Component is responsible for determining whether the exemptions apply to a particular procurement.

4.2.1.2. DoD Common-User Systems. Acquisitions of equipment and services for DoD common-user systems, such as the Defense Switched Network (DSN), the Defense Data Network (DDN), and Defense Communications System (DCS) transmission systems have been determined to be exempt acquisitions. All long-haul telecommunications requirements that are exempt shall normally be satisfied by a DoD common user system. DoD common-user systems may be used to support Public Law 81-152, Section 111 (reference (e)) requirements when no additional appropriated funds are expended by adding these requirements.

4.2.1.3. The Federal Telecommunications System (FTS)2000. The DoD Components shall use FTS2000 for reference (e) long-haul telecommunications requirements within the 50 States, Guam, Puerto Rico, and the U.S. Virgin Islands unless an exception from the use of FTS2000 has been received from the General Services Administration (GSA) or the requirements are satisfied on a DoD common-user system without expenditure of additional appropriated funds.

4.2.1.4. A new acquisition may be done only to satisfy unique requirements that cannot be satisfied (technically, operationally, cost-effectively) by the DoD common-user systems or FTS2000. A waiver from DoD common-user systems and/or a GSA grant of an exception from the use of FTS2000 shall be required.

4.2.2. As a general policy, the DoD Components shall use the FTS2000 for

all "dial 9-1" service to include direct distance dialing (DDD), Wide-Area Telephone Service (WTS), 800 lines, and for procurements of dedicated circuits that are covered by reference (e) and are not satisfied by a DoD common-user system. This policy does not apply to service that the FTS2000 contract does not cover such as international services, intra-local access transport area services, service within a 25-mile radius of the metropolitan area center, or services within a metropolitan area.

4.2.3. The DoD Components shall conduct market surveys to ensure that existing long-haul acquisitions are being economically procured.

4.2.4. Uneconomical contracts should be terminated.

4.2.5. A central database of long-haul telecommunications equipment and services that is accessible by the DoD Components shall be established and maintained.

4.2.6. The DoD Components shall inventory all long-haul telecommunications equipment, services, and facilities, including telecommunications components embedded in ADP systems, and contractor-acquired and/or provided telecommunications that support voice, data, video, and/or integrated telecommunications requirements.

4.2.7. The DoD Components shall evaluate all existing long-haul telecommunications equipment and services leases and terminate all uneconomical leases.

4.2.8. The DoD Components, using as a baseline the Defense Information Systems Agency (DISA) central inventory database, shall review and revalidate all long-haul telecommunications requirements. Special emphasis should be placed on long-haul telecommunications requirements that were transferred onto a common-user system such as the DDN, DSN, or FTS2000 to ensure that the previously used dedicated circuits were disconnected.

4.2.9. The DoD Components shall reconcile their long-haul communications invoices.

4.2.10. The DoD Components shall ensure that the optimal mix of long-haul telecommunications equipment and services is installed to support mission requirements.

4.3. General

4.3.1. DoD leasing Agencies shall make every reasonable effort to ensure the shared use of telecommunications services, facilities, or installations between U.S. Federal Departments and Agencies.

4.3.2. The DoD Components shall discontinue telecommunications equipment or services for which a bona fide need no longer exists.

4.3.3. National Security and Emergency Preparedness (NSEP) telecommunications services are subject to Telecommunications Service Priority (TSP) System rules and procedures. The TSP System is the regulatory, administrative, and operational system authorizing priority provision and restoration of NSEP telecommunications services.

4.3.4. The DoD Components shall ensure that Government-owned telecommunications equipment, systems, and facilities are effectively, economically, and efficiently maintained; accurately accounted for on existing inventory systems; biennially reviewed and revalidated; and reallocated to other uses when found to be no longer needed in their current configuration.

4.3.5. The DoD Components shall acquire telecommunications equipment and services that conform to the standards of FIPS 146 (reference (f)).

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense for Command, Control, Communications, and Intelligence:

5.1.1. Shall provide policy and guidance for DoD base and long-haul telecommunications equipment and service acquisition and management to ensure effective and efficient use of those resources.

5.1.2. Shall provide oversight of the base and long-haul functional area to ensure that policies are fully implemented, to include any reporting requirements.

5.1.3. Shall establish policy guidelines and provide for:

5.1.3.1. Managing and acquiring long-haul telecommunications equipment and services for the Department of Defense.

5.1.3.2. Planning the most effective and economical long-haul

telecommunications equipment and services acquisitions and conducting periodic market surveys.

5.1.3.3. Developing a standard traffic management program.

5.1.3.4. Establishing procedures to continually review both general and special purpose long-haul telecommunications equipment and services to maximize efficiency and achieve economies.

5.1.3.5. Establishing a central inventory of all long-haul telecommunications equipment and services, and establishing standardized data elements and procedures for DoD-wide use.

5.1.3.6. Developing a plan for the establishment of the central database.

5.1.3.7. Documenting the technical criteria that must be met for approval of a request for waiver from use of the DoD common-user systems.

5.1.4. May exercise or redelegate to the Heads of the DoD Components authority to:

5.1.4.1. Establish a review and revalidation program for all base and long-haul telecommunications equipment and services.

5.1.4.2. Establish a management system that includes conducting periodic market surveys to ensure that the most economical means are selected for satisfying all base and long-haul telecommunications requirements, consistent with applicable law and policy guidance.

5.1.4.3. Implement a Component traffic management program.

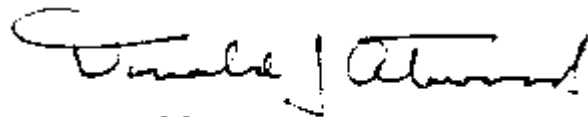
5.1.4.4. Inventory all leased base and long-haul voice, data, video, and/or integrated telecommunications equipment and services and conduct subsequent physical inventories at least every 2 years.

5.1.4.5. Establish a database at the local and/or central level that includes an inventory of all base and long-haul telecommunications equipment and services. Provide updates to the appropriate database manager.

5.1.4.6. Promptly reconcile all base and long-haul communications invoices to the telecommunications services inventories and authorized acquisition documents before authorizing payment to ensure that the Department of Defense only pays for services received.

6. EFFECTIVE DATE

This Directive is effective immediately.

A handwritten signature in black ink, appearing to read "Donald J. Atwood". The signature is fluid and cursive, with a large initial "D" and "A".

Donald J. Atwood
Acting Secretary of Defense

Enclosures - 1

E1. Definitions

E1. ENCLOSURE 1

DEFINITIONS

E1.1.1. Base Communications. Facilities, equipment, and services used to support the electromagnetic dissemination, transmission, or reception of information via voice, data, video, integrated telecommunications, wire, or radio within the confines of a post, camp, station, base, installation, headquarters, or Federal building. This includes local interconnect trunks to the first serving commercial central office providing service to the local community and to other DoD Component facilities in the local area.

E1.1.2. Defense Communications System (DCS). A composite of DoD-owned and -leased telecommunications subsystems and networks comprised of facilities, equipment, services, and personnel under the management control and operational direction of the DISA. It provides the long-haul, common-user, and special purpose (dedicated or point-to-point) telecommunications services needed to satisfy the requirements of the Department of Defense and certain other Government Agencies. The DCS includes those telecommunications required to interconnect the National Command Authority, the Chairman of the Joint Chiefs of Staff, and the Unified and Specified Commanders.

E1.1.3. Defense Data Network (DDN). A general purpose telecommunications network of the DCS that is the primary means of providing long-haul digital data communications among DoD data systems.

E1.1.4. Defense Switched Network (DSN). A general purpose telecommunications network of the DCS that provides end-to-end common-user and dedicated telephone service for the Department of Defense with the capability of incorporating voice, data, video, and/or integrated telecommunications transmission.

E1.1.5. DoD Common-User Systems. The portion of the DCS, both switched and dedicated, that serves the DoD community.

E1.1.6. Federal Telecommunications System (FTS)2000. A general purpose telecommunications network managed by the GSA and designed to provide analog and digital data transmissions for the total Federal Government within the 50 States and the Trust Territories of the United States.

E1.1.7. Long-Haul Telecommunications. All general purpose and special purpose long-distance facilities and services (including terminal equipment and local circuitry supporting the long-haul service) used to support the electromagnetic and/or optical dissemination, transmission, or reception of information via voice, data, video, integrated telecommunications, wire, or radio to or from the post, camp, base, or station switch and/or main distribution frame (except for trunk lines to the first-serving commercial central office for local communications services). That includes FTS2000, DSN, DDN, the Automatic Digital Network, dedicated point-to-point service, and the primary inter-exchange carrier service associated with business or tie line to the local exchange carrier (e.g., DDD, Foreign Exchange, WATS, 800 service, etc.) and contractor-provided telecommunications including the interconnection of various functional ADP systems.

E1.1.8. Telecommunications Equipment or Services. Circuits or equipment used to support the electromagnetic and/or optical dissemination, transmission, or reception of information via voice, data, video, integrated telecommunications transmission, wire, or radio. The equipment or service must be a complete component capable of standing alone. This includes the following type of items: telephones, multiplexers, a telephone switching system, circuit termination equipment, radio transmitter or receiver, a modem, card cage with the number and type of modem cards installed, etc. This does not include the following type of items: a chip, circuit card, equipment rack, power cord, a microphone, headset, etc.

E1.1.9. Telecommunications Review and Revalidation. Analysis done usually by the designated operational user, network manager, or funding Agency to ensure that a telecommunications requirement (leased or Government-owned) is justified on the basis of a bona fide need that is supported by a thorough analysis and proper documentation, and is being procured or used in a cost-effective manner.